

**DIVISION OF POLICY AND PLANNING
2019-20 CALENDAR OF DUE DATES
AS OF JULY 2019**

- August 7, 2019* *IPEDS Registration opens for Keyholders*
- September 1** **Data Files: Student, Course, Teaching Workload, and Registration**
Only collection of Summer 2019-20 data
- Sep 4-Oct 16* *IPEDS Fall Collection: Institutional Characteristics, Completions, and 12-month Enrollment to be submitted directly to the IPEDS website*
- September 15 HEPC Institutions Only: Externally-Sponsored Academic Research for Higher Education Almanac
- September 15** **Data File: Financial Aid, Comprehensive 2018-19**
- October 1** **Community & Technical Colleges Only:**
Skillset Matrix Spreadsheet via e-mail to Nancy Ligus (ligus@wvctcs.org)
Skillset Enrollment & Completion Data via File Submission system
- October 15** **Data Files: Student, Course, Teaching Workload, Registration, Personnel, & Applicant**
Census collection of Fall 2019-20 data
- October 15 Update Services for Students with Disabilities information for website
- November 1 Higher Education Reauthorization Submission (Complete via the on-line application.)
- Dec 11-Feb 12* *IPEDS Winter Collection: Student Financial Aid, Graduation Rates, 200% Graduation Rates, Admissions, & Outcome Measures to be submitted directly to the IPEDS website. (Fall Enrollment, Finance, Human Resources, & Academic Libraries can be entered now or during the Spring Collection.)*
- January 25, 2020** **Data Files: Student, Course, Teaching Workload, Registration, and Schedule File**
Final collection of Fall 2019-20 data
- Dec 11-Apr 8* *IPEDS Spring Collection: Fall Enrollment, Finance, Human Resources, & Academic Libraries to be submitted directly to the IPEDS website*
- June 30** **Data Files: Student, Course, Teaching Workload, Registration, and Schedule File**
Only collection of Spring 2019-20 data
- July 10** **Data File: Graduation (Include all students receiving degrees or awards from June 2019 through May 2020)**

Note: If due date falls on a weekend or a holiday, due date will be the next working day.
Also, these are the scheduled requests for data. As needs arise, additional data may be requested.
If you have any questions regarding this calendar, please contact Jeannie Reed at (304) 558-1112, ext. 260.